

National Aeronautics and  
Space Administration

**John H. Glenn Research Center**  
**Lewis Field**  
Cleveland, OH 44135-3191



February 3, 2011

Reply to Attn of: CHC

TO: Potential Offerors

FROM: NASA Glenn Research Center  
Institutional Services Branch  
Attn: Eunice J. Adams-Sipp, MS 60-1  
21000 Brookpark Rd.  
Cleveland, Ohio 44135

SUBJECT: Final Request for Proposal (RFP) NNC11ZCH002R, NASA Safety Center Technical Services Support

The NASA Glenn Research Center has a requirement for NASA Safety Center Technical Services Support. The work effort includes, but is not limited to: Training Course Development, Information Dissemination and Outreach, Knowledge Management, Mishap Investigation, Data Analysis and Trending, and Project Management.

It is the intent of the Government award a single contract with a three (3) year base period and two (2) one-year options. NASA will issue a Cost Plus Fixed-Fee/IDIQ type contract.

Key Procurement Dates	
Final RFP Issued	February 3, 2011
Questions Due	February 14, 2011
Past Performance Questionnaires Due	March 4, 2011
Proposals Due	March 4, 2011
Anticipated Selection Announcement	May 16, 2011
Contract Award	May 30, 2011
Phase-in	June 1, 2011
Full Contract Performance	July 1, 2011

**Please pay special attention to Sections L and M in this RFP which provide detailed information on proposal requirements and the evaluation process.**

**No contact shall be made with or directed to technical personnel.** Questions or comments regarding this solicitation shall be submitted in writing, via e-mail citing the solicitation number and be directed to [Eunice.J.Adams-Sipp@nasa.gov](mailto:Eunice.J.Adams-Sipp@nasa.gov).

A handwritten signature in cursive script, reading "Eunice J. Adams-Sipp".

Eunice J. Adams-Sipp  
Contracting Officer